



**ENVIRONMENTAL SERVICES UTILITY
BOARD MEETING
DECEMBER 19TH, 2022
SUMMARY OF MINUTES**

The meeting for Kankakee Environmental Services Utility was held on Monday, December 19th, 2022 at 5:30 P.M. in the Public Safety Building.

ESU Board Members Present

Mayor Chris Curtis
Clerk Stacy Gall
Ald Carmen Lewis
Ald Mike Prude
Ald Mike O'Brien
Ald Larry Osenga
Ald Danita Swanson
Ald Kelly Johnson
Ald Reginald Jones

ESU Staff Present

Zach Newton, GIS/Operers Mgr
James Lopez, DPW Operers Mgr
Frank Hasik, Operers Mgr
Ryan McGinnis, Operers Mgr
Elizabeth Kubal, Comptroller

Additional Present

Ald Lance Marczak
Keith Mohulland, Robinson Engineering

(Microphones were not turned on at the beginning of meeting).

CALL TO ORDER

MAYOR CURTIS:

Good evening everyone. We will to call the Environmental Services Utility Board Meeting to order for Monday, December 19th, 2022. We will start with public comments. Any public comment today? Seeing none, we'll move on to Roll Call

ROLL CALL

ZACH NEWTON:

Ald Lewis - Present	Ald Swanson – Present
Ald Prude – <small>(in after roll call at 5:35pm)</small>	Ald Johnson - Present
Ald O'Brien - Present	Ald Jones - Present
Ald Osenga – Present	Clerk Gall – Present
Mayor Curtis - Present	
PRESENT: 8	ABSENT: 0

APPROVAL OF MINUTES

MAYOR CURTIS:

We do have a quorum? Moving on to section three. We are looking for an approval of the minutes for Monday, November 21st, 2022.

ALD OSENGA:

Motion to approve.

ALD JONES:

Second.

MAYOR CURTIS:

Motioned by Alderman Osenga and Seconded by Alderman Jones. Any questions, comments, changes, additions to the minutes? Hearing none, Roll Call.

ZACH NEWTON:

Ald Lewis - Aye	Ald Swanson – Aye
Ald Prude – Aye	Ald Johnson - Aye
Ald O'Brien - Aye	Ald Jones - Aye
Ald Osenga – Aye	Clerk Gall – Aye
AYES: 8	NAYS: 0

MONTHLY ACTIVITY REPORTS

MAYOR CURTIS:

We will move to the reports and we'll begin with monthly activities and we'll start with ESU Street & Alley report.

JAMES LOPEZ:

DPW is running in a routine manner (*inaudible*).

(Microphones have been turned on at this time)

MAYOR CURTIS:

Technical Services Report. Clara is not here she is out today. You do have your report in the packet there. If you have any questions we'll try to answer maybe Zach can help with this and I do want to comment again, her team

along with Kyle and Eric and others. They did a lot of hard work and decorate the city and making sure that a lot of those look extra special and Zach and his team with the grounds and everything. Now we appreciate this. Any questions regarding the Technical Services report? You know, they've been very busy with the different lighting a lot of different things going on with street lighting, electrical stuff within the city. Also, with a lot of different things involving sewer.

ALD PRUDE:

I just want to thank Zach, Clara and their teams for the decorations. It looks good. Thanks, great job!

MAYOR CURTIS:

There's a smile on her face appreciate it!

ALD OSENGA:

Do take care of the traffic lights, red light, green light, traffic control light, do they take care of that?

MAYOR CURTIS:

It depends. So, some of it they can take care of some of the city ones it depends on State Route sometimes they will use Outsen Electric for particular some of that stuff. It just depends on the situation and what they can handle inhouse. They can look into it.

ALD OSENGA:

I'll talk to Zach after the meeting.

MAYOR CURTIS:

I know like we had a problem with the streetlight at Oak and Schuyler they took care of it. But sometimes when you get some of the state routes and stuff they'll call Outsen Electric for that. Next, we'll have Mr. Newton he will come up and talk to us about Sewer Services.

ZACH NEWTON:

It's been a pretty busy month. I just have to say that we had a pretty good month with maintenance cleaning. We only had one sewer. And with construction season piping down it's freed up the crews to be able to get out there and get the sewer lines water lines. Proactively six, six and a half miles worth it. They hooked us up quite a bit so now we can remote into some three computer that's where all of our alarms our SCADA systems do so we don't have to drive to someone's ready to take a look at the computer system we can we can get into the computer. Likewise, same thing with the hydro being able to remote into that computer and see what's going on with a computer so making some good progress on that I cleaning televising is now done it couldn't be more as just because in the very early stages

that. The televising is done in lower Riverview. The underwater dam inspection (*inaudible*). The FERC emergency action plan that we have to do every year for the dam, safety plan and the dam safety surveillance monitoring board is to keep on track with that. The flow meters, if you look at the last page, I included the last big day you can really see the I&I so that was so before the rain. The depth of the sewer line was 3.8 inches at the peak of the rain it got to 17.25. So, I did the math so you wouldn't have to. Elizabeth can back me up on this. to your image variable was that is a 1000 (*inaudible*) so that that's significant.

MAYOR CURTIS:

We've had three, this was the rainfall for like last Wednesday, Thursday. I believe that we had those big days but we've had basically since the flow meters have been put in three significant rains. So, we have some good data. Now that once they start doing the manhole repairs, when we talk about also doing the sewer lining repairs that we can wake up hopefully next summer, we'll see some of these flow data and see how much bang for buck and we're getting into the repairs and how much we can increase our flow. Go ahead...

ALD JOHNSON:

The measurements were those just taken where we're doing the (*inaudible*).

ZACH NEWTON:

That we're focusing on for the (*inaudible*) 17 inches.

ALD MARCZAK:

Has anyone every figure out what percentage of homes are still dumping their sump pump water into the system?

ZACH NEWTON:

I know that probably not quite a few years but almost quite a few years ago. There was a smoke testing programs to find those new connections disconnectors so I would say that as many as there were there still might be a few. Yeah, I think it I think it would be that something that I've been talking to the crew about doing in the spring. I think it would be good to take a look at it.

ALD O'BRIEN:

The licensing process the current game is good through 2020 How's that process? Are we on track with renewal?

ZACH NEWTON:

Yeah, so right now, it's just a lot of hurry up and wait. We've sent questionnaires that different stakeholders say that the hydro plant we've gotten some responses back on

that. But we're still waiting for a few more. And then from there, we just kind of set up the next the next phase and that would be putting all that together sending the free notice of intent to FERC and then from there, they're gonna tell us what meetings that we need to have.

ALD O'BRIEN:

Who are the stakeholders?

ZACH NEWTON:

Quite a bit. There was there was some different, Native American tribal interests, there was some historic societies, different conservation groups.

ALD O'BRIEN:

So there have been the regulation or we come up with people to be notified?

ZACH NEWTON:

I think there's, I think, has some general guidelines about who they would want to but basically, you want to kind of you want to kind of do all that you could possibly think of just so that FERC can't come back and say why didn't you do this. So, there's no real, I don't think there's any *(inaudible)* about it.

MAYOR CURTIS:

Any other questions for Mr. Newton? Okay. Next, we're going to move into Lab Services.

RYAN MCGINNIS:

A couple of things. One is it that truck, I appreciate your approval on this *(inaudible)*. Then also the ICP will give you an update. So, we are kind of on preliminary stage we've got a few sets of samples on through that so results here are adequacies.

FINANCIALS

MAYOR CURTIS:

Everything else, is pretty much right on target. Any questions for Ryan? We're gonna move into the financials and control approval lead us through that. Everybody got those distributed to you there? So, Comptroller Kubal?

ELIZABETH KUBAL:

Thank you, Mayor. As you know, the end of November is what we're looking at that it's a seventh month point take us to the guide rails as I was kinda like to say 58.3% Same story. There were no surprises in the month of November and we're still really holding expensive down across the entire Utility and revenues are stronger than anticipated. They're just slightly stronger as we know we've got to be a little tighter on the revenues. But we'll look at that here as

we get in the 51 which is our administration category. This categories at obviously 44.2% year to date, all the categories in here with the exception of the audit services are well underneath budget for the year. So that category is looking very strong sewer services is at 53.8%. There are pulling items that are a little bit over but when you actually look at the dollars connected with those line items, only hundreds of dollars over and not that big of an impact. Overall, though that whole category looks very strong. The overtime is at 56.4% for Sewer Services. This training a little bit higher than I would like it right now. But we just have a couple of events over the summertime that we had to take care of, as opposed to more this winter but we'll hopefully have that smoothed out for the rest of this fiscal year. The bottom of the page there says Wastewater Treatment it's at 15.3%. As we've made all of our payments to KRMA as we are supposed to tab page two, you got Technical Services. There are 56% couple of line items that are a little bit over but several obviously that are not overtime. Same situation there, overtime is that that yeah that a little bit running extra and we will pay close attention to the labor category. I've not had a chance to take a deeper dive into that line item to see but I believe that perhaps something got maybe misbooked which is what I'm thinking because usually this category salaries within Tech Services is spec on so I don't know what's going on there unless we had a buyout that I have forgotten about which is always possible with the timing of that early in the fiscal year. So, I will take a look at that. I will circle that for you. Laboratory Services, looking very, very strong 51.9% Overall, all the salary categories are spot on. Overtime, obviously very, very minor, looking very good. I know we've had some expenses come through these kind of good waves. I feel I think Ryan would agree with me, you know, sometimes we have to purchase a certain supply or sometimes we have to check our newer contracts. Sometimes those come in kind of waves but overall looking very, very strong. Debt service at the bottom of page two is at the 50.3%. As those all those payments have been amortized. We did make some point in the month of November we had some bond payments that were due at the beginning of the month that those were satisfied, of course and then coming up. The ones that we've got coming up on the horizon are on the geo side of life, not issue side. Again, we will pay those in May. Top of Page Three is public works at 55.7% overall, looking good contractual

services running a little bit higher. We know the salary though the first item is because of a because of a close out with an employee we know that that's why that is a little bit higher and that's getting smoothed out as we speak. Contractual services little bit higher but overall, vehicle maintenance repair we knew that we keep getting the updates from DPW that you know our equipment is getting older and it's other vehicles are needing more repairs and that cost has gone up but overall still great at 55.7%. And overall the utility at the seventh month point is at 54.4%. I couldn't be more pleased with that right now at this point in the year. We know like James alluded to before, we've got some expensive weeks coming up here we know that we know that those pennies from Heaven fall and we've got to take care of them. So, we will definitely have some costs going into that but I feel like we're in a good position going getting ready to go into that time of year where we do have some unexpected events with overtime and such going into revenue. Revenues are still very strong into November. Most of that is because as you know our industries are kind of ramping up for the preparation prior to the holidays. So, we tend to have some bigger Bill billing months. And this was no different than any other November. Residential is actually down just a little bit from last month but very close to your to date. Industrial sewer is now trending a little bit higher than year to date during that (*inaudible*) and now we will start to see that slowly kind of start to back out a little bit Ryan just reported to me you know this last week that you know basically into the Mayor, the time is here. The industries are backing down at the holidays a lot of them have mandatory shutdowns and such so we will see that scale back a little bit in the upcoming months. There was obviously the karma contract brought in the \$35,094 and then the miscellaneous revenue is kind of a collaboration of about three things rubbish. Some grass and some true miscellaneous. And it's trending higher here today. So, revenues are at 59.2% basically trending exactly where we would expect. We've been lagging as you recall just a wee bit and now we've kind of caught up a little bit. We'll have a little bit more catch up I think next month, and then we'll hopefully build a maintain for the rest of the fiscal year. Are there any questions?

APPROVAL OF THE BILLS

MAYOR CURTIS:

Thank you Comptroller Kubal. I did skip over one item the approval of the bills. So, we're gonna let Comptroller Kubal get ready for city council but before we do that, you should have the bills in front of you in the total amount as of 12/19 is \$604,761.63. Looking for a motion for approval of the bills?

ALD SWANSON:

I'll make that motion.

ALD OSENGA:

Second.

MAYOR CURTIS:

Motioned by Alderwoman Swanson and Seconded by Alderman Osenga. Any questions on the bills? Seeing none, Roll Call.

ZACH NEWTON:

Ald Lewis - Aye
Ald Prude - Aye
Ald O'Brien - Aye
Ald Osenga - Aye
AYES: 8

Ald Swanson - Aye
Ald Johnson - Aye
Ald Jones - Aye
Clerk Gall - Aye
NAYS: 0

OLD BUSINESS

MAYOR CURTIS:

Those are approved. Thank you Comptroller and we'll see a little bit later. We're now going to move on to Old Business that is section six. Just want to give you a quick hydro update. So as Mr. Newton had mentioned, we've gotten a couple of the preliminary reports back for the underwater inspection. There was really nothing major that came out of those reports. The next step will now be the final report from Sergeant & Lundy they'll take these reports or analyze them. And they'll start working on some cost estimates when it would come to us to basically rehab the entire Hydro Plant to get it back online. But in the meantime, there was just a couple little things that were in these reports. Can you kind of go over those real quick?

ZACH NEWTON:

Yes, sure. So, right so we get the final report back from JF Brennan. They did the dive. So, they were the inspected the walls on the upstream side, the head of the dam and the trash rakes and the foot of the building on the downstream side. They were not able to because of water levels to inspect the toe of the dam. But what they did inspect

basically, they found some mild, moderate spalling. Overall, there's really nothing of significant concern that needs immediate attention. This is now on result who to do the to give us their final report. And then as the Mayor said, Sergeant Lundy to kind of put it all together for us and give us a timeline and put a price tag on what it's going to cost to rehab.

MAYOR CURTIS:

Basically, overall things are progressing. We're hoping somewhere in the first early second quarter that we'll have some information is what we're hoping to bring back to you. But is there any questions regarding or at the Hydro Plant so far? Thank you, appreciate it. Okay, we have no unfinished business. We're gonna move on to Item eight and that is New Business. We have Mr. Keith Mulholland from Robinson engineering here, and he's gonna hand out to you. This is the road condition survey, the pavement analysis that was reauthorized back in the spring. And they did an analysis he's gonna go through this this looked at all the streets within the city of Kankakee, and then also the alleyways within the city of Kankakee. I'll let Mr. Mulholland talk about all that. We did try to break it out two different ways because I think as most of us know the alleyways. Almost 90% are in we'll call poor shape. So, we did try to break it out. We'll go through that because I didn't want the overall road condition to look like the entire city is in poor shape. And we do know what the alleys look like right now. So, we'll let him finish handing it out and we'll kind of go let Him lead the discussion.

KEITH MUHOLLAND:

Thank you, Mayor, as the Mayor mentioned, I was here earlier this year to go over this when we first started this project and we have since completed it. So, I have passed out everybody I'll just go through the packet if it's okay rather than throw it on the overhead projector. So, the project was evaluated using an ASTM industry standard D 643309. What that does is it gives an objective evaluation of all those roads and alleys rather than individual people going out who may come up with different alternates. The software that we use to analyze it was called paver. It was originally invented by the Department of Defense in the late 1970's. The military was using it to evaluate their assets their military bases, the assets they had there. The city had 118 miles of roadway that were evaluated. We

didn't look at county or state highways within the city limits. And then 40 miles of alleys

MAYOR CURTIS:

Can I ask real quick question? When you say it and so like a good example, Indiana and Harrison Avenue we did not evaluate those correct because those are state highways.

KEITH MOHULLAND:

Yes, you won't be responsible for upgrading those roads. So, any roads that you're not responsible for we're not included in the scoring.

MAYOR CURTIS:

So, for everyone's knowledge that'd be like Court Street, Indiana Harrison, annual state highways. What's that? Rivers a city road.

KEITH MOHULLAND:

Half a block east of Indiana, to Washington as the state but the rest of its city. So, why conduct a pavement analysis? Again it gives an objective evaluation of all the streets we looked at the city on a word by word basis as well as the city as an entirety. It can be used to help budget long term payment projects and also potentially save money by doing some work on roads like crack sealing that would prevent more expensive repairs down the road. Pavement condition index this is a score that's given and each block was evaluated whether it be a road or an alley. The scoring is from zero to 100. Zero is a failed pavement 100 is a new or recently reconstructed pavement. They look at 20 Different distress types 50 to 65 is a range where the pavement and I'll get to in a future page here but that's where the pavement will start to deteriorate at a faster rate. 40 is looking at the streets in the condition and the scoring 40 is a pretty good range for the city for the street, that's a good average pavement that below that you're gonna start to get into more substantial improvements. On the pavement condition index page. So, they looked at they looked at the 20 distresses but they look at things in a couple of different ways. So, every road starts out at 100. and the more failures you get, the score just starts dropping down. It's basically taking points away. So, if we just pick a distressed type say a crack, but look at how many cracks are out there, as well as what the severity is some roads, the cracks start out very narrow. Again, if you can crack seal those early, get those fixed. If they go on longer, the cracks start to get wider and then you start to get pieces of paper breaking off. The color chart here basically assesses them green as 100 that would

be your new pavement. Those are your best and the gray is the worst at 10. The page that shows the graph on it is the pavement, pavements or top 100 and as time goes on the road starts to deteriorate. Again, in that 50 to 65 range is when the pavement starts to the deterioration starts to accelerate again, these colored lines on the top just represent different rehabilitations that you can do to extend your pavement life. Again, crack sealing and surface treatments are relatively cheap errors versus patching and overlaying or reconstruction. If you catch a road too late in its service life, you're basically either significant patching or reconstruction. The next page is the word map. I apologize, I knew you guys just tweaked a few of your word limits. We'd finished this just before you guys completed that. But the average number of miles and alleys each for each word is 22.7. The average PCI score was 36.9 just below that 40 I talked about. That includes your alleys which are dragging down that number of the roads by themselves are higher. So again, the different wards range from 33 to 42. Again, the alleys are a significant part of that. To give an example of what the different scores look like in different road sections, we just picked some random streets here with different scores in the different categories. There were pictures taken for all of the streets again, every 20 feet there were a number of picture taken from the streets. These are representative that one ward is better than another. This is just a sampling of different conditions throughout the city. So, Dearborn Avenue was milled and overlaid within the last couple of years. It's in very good shape, less than point 1% cracking on the surface, so that's in very good shape. So, this industry is starting to see a little bit of alligators as well as longitudinal and transverse cracks, longitudinal or cracks in the direction that you drive transverse or perpendicular. The next page and some of these are a little bit hard to see in the size, but on Summit Avenue. If you look to the left of the pavement, you start to see some darker areas where it's starting to get some additional cracking and potholing a little bit of running and some alligator going south Fifth Avenue in front of the red car you can see where there's some pretty serious balling in the pavement. That's a PCI of 47. The next couple of pages again, that just shows more deteriorating streets as they go on River Street had a score of 30 the left side of the page

that some pretty severe riding on that side. When you get to West St. You can actually see the size of the cracks there. Those are getting pretty significant PCI. And the last one is long wood with a PCI of seven. Basically, the entire edge of pavement is rotted and below your curb line. You can see it start where it's been holding water and failing along the payment edges. The next page just gives a summary. The top right is a graph and it shows the PCI by percent of mile percent of roads as well as miles again this is combined with your alleys and your roads. Your rows by themselves have a score for 44.7 which again is in decent shape. Your alleys are at 17 which I'm sure most of you are aware in pretty rough shape. The next one in next page is just a bar graph showing again your payment conditions separated out from the alleys the alleys are dragging down the overall score for the for the analysis. What I've done is included a couple of pages from this is just from the first ward it's just for this meeting for tonight. Clerk Gall is gracious enough, she's going to take some packets over to City Hall for everybody for each of your specific wards they'll have some maps and those will be put into your mailboxes but just for sake of an example for tonight, if you look at the road condition, again it's each block is broken out individually for the score as well as separately for the alleys. The next page just gives an example of a recommended 10-year plan for rehabilitation the city if we were to spend all of your MFT money on your road program, you're getting about \$157,000 per ward per year. So, we looked at the scores of each of the road segments and came up with just a recommended list that would fit within that budget over the next 10 years. Again, looking at the worst of the streets but also with fitting within the budget you have for each ward. Again, this information will be provided to you all your mailboxes for your specific words. So, we did that analysis for border we also did it on the city as a whole that's all about a report that the Mayor has anybody have any questions?

MAYOR CURTIS:

We have an overall report that we will give each of you for your ward. On tonight's counsel we will be doing some MFT and we will go out for bid so as the next year comes along we can upgrade the lines on the work that's being done and converting to the accurate color.

KEITH MOLHULLAND:

We are providing the information to Zach so he can update the website and keep that moving forward.

MAYOR CURTIS:

Once you get to that red or grey you have 25% and 12% there. That includes alleyways also but 25% of the city is at a critical level. Each of you know in your wards where the really bad areas are at but this will let you know what's getting worse and we can let Mr. Lopez and Mr. Hasik with their new machine that we got to try to hit some of these and buy some lifetime of 3-4 years down the road until we can do some work. Are there any questions for Mr. Mohulland? Alderman O'Brien?

ALD O'BRIEN:

Keith, how does the paver system evaluate the section of the road? How does that work?

KEITH MOLHULLAND:

There is a van outfitted with lasers as well as cameras and they drive the different streets. They keep track of the number of bumps and potholes. The full report and all the information Zach will get there are pictures shown with cracks in the pavement and different sections. So, it is a machine and they drove it all over town.

MAYOR CURTIS:

Any other questions? I am sure you are all anxious to get your reports and look at them. We will definitely get those to everybody. Thank you.

KEITH MOLHULLAND:

Thank you very busy and as the Mayor said before the decorations are very nice. I like the wreath on the stairs. Good job!

MAYOR CURTIS:

That's Zach, Clara and their teams. Thank you. So again, we will get your ward maps for you to look at and the goal is to come back to the next ESU meeting with your questions, thoughts and analysis to see if you concur. It will go on the website for the residents to see. We do not have a need for an executive session tonight. Do you want to keep the meeting at 5:30PM or move it back to 6PM?

ALD SWANSON:

Question, if we move it back to 6PM and there is something on the agenda that is long, is it a big deal to switch it for that meeting to 5:30PM or do you have to post that? It seems to me that there have only been two meetings that ran over. I will do either way. It doesn't make any difference to me. I just wondered how difficult it would be.

MAYOR CURTIS: We can adjust it. I just a matter of posting and the cost in the paper and everything. Again, I don't want you to come here at 5:30PM and have 45 minutes between meetings if you prefer to have that half hour and get ere at 6PM. Or do you like to have that break between meetings.

ALD PRUDE: My thought is like Danita's. If there is something that was long then we come in at 5:30PM but I prefer to go back to 6PM.

MAYOR CURTIS: With that we will take a look at the upcoming meetings. Moving on to Item 10, motion to adjourn.

ALD PRUDE: So move.

ALD OSENGA: Second.

MAYOR CURTIS: Motioned by Alderman Prude and Seconded by Alderman Osenga. All in favor?

ESU BOARD: Aye.

MAYOR CURTIS: Okay, we are adjourned.